

STATE OF MONTANA

JOB DESCRIPTION

Montana state government is an equal opportunity employer. The State shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

Job Title: MCS Captain **Position Number:** 22040, 22048, 22061, 22035, 22017

Location: Statewide **Department:** Transportation **Division and Bureau:** MCS Enforcement

Section and Unit: Enforcement

Job Overview: The Motor Carrier Services Division (MCS) protects Montana's highway system and ensures traveling public safety by regulating the motor carrier industry and enforcing commercial and agricultural motor carrier laws, rules, and regulations. MCS licenses and permits commercial vehicles under law and/or agreement and establishes state policy on national and international commercial motor carrier and non-economic trade barrier issues. MCS includes the Licensing and Permitting Bureau, Operations Bureau, and the Enforcement Bureau which control:

- Commercial vehicle size and weight enforcement
- HVUT Administration and Certification
- Montana's Motor Carrier Safety Assistance Program (MCSAP) Program
- Fuel tax evasion and non-taxed fuel enforcement
- Commercial vehicle oversize/overweight permitting
- Commercial vehicle and fleet vehicle licensing
- Administration of the International Fuel Tax Agreement (IFTA) for Montana
- Administration of the International Registration Plan (IRP) for Montana
- Montana's national and international commercial vehicle rules and policies
- Weigh station bypass program in Montana
- MDT's Intelligent Transportation System/Commercial Vehicle Operations Program
- Montana's Commercial Vehicle Information System Network (CVISN) program

Enforcement Bureau:

The Enforcement Bureau consists of a Bureau Chief, Major, District Captains, Sergeants, and Uniformed Montana Peace Officers that protect Montana's highway system and ensure public safety by enforcing commercial and agricultural vehicle and driver laws, rules, and regulations. They implement the Federal Highway Administration (FHWA) Commercial Vehicle Size and Weight Enforcement Plan and Commercial Vehicle Safety Plan (CVSP) to maintain eligibility for federal highway construction funding. MCS Enforcement Officers serve at multiple weigh stations across the state and patrol the open road. They also complete fuel tax evasion investigations, enforce livestock shipping regulations, complete customs inspections, enforce State and Federal commercial vehicle and driver laws, rules and regulations, provide peace officer assistance to other law enforcement agencies and provide assistance to the traveling public.

Essential Functions (Major Duties or Responsibilities):

The Enforcement Bureau District Supervisor oversees the states commercial and agriculture vehicle licensing, size, weight and safety enforcement program delivery. This position is responsible for the administration, supervision and overall operational control of a specific geographic area within the State of Montana, hereafter referred to as a District. This position develops and implements policies and objectives and directs investigative duties. This is accomplished by following the principles and practices of professional law enforcement, combined with knowledge and understanding of State and Federal motor carrier laws, policy and regulations. Each District Supervisor analyzes and directs productivity, activity, enforcement uniformity, and customer service within their District. This position is responsible for overseeing the collection of tax and fee revenue, implementing bureau technology projects and support services including human resources. The District Supervisor participates in research and development of MCS and MDT work projects and operational decisions.

District Management & Program Development

70%

Directs programs, establishes priorities, provides District guidance, and develops enforcement bureau policy in coordination with Enforcement Bureau management. Develops work schedules and assigns tasks and projects to MCS Field Officers. Ensures District work plans and goals are achieved by directly supervising actions of the District's Motor Vehicle Safety Inspectors. Maintain open weigh stations for maximum coverage with available resources. Prioritizes patrol officer area assignments based on data, area traffic patterns and complaints. Prioritize facility and vehicle maintenance based on available resources. Responsible for record keeping, coordinating work schedules, long range infrastructure development and facility planning. Monitor employee work performance on a monthly, quarterly and annual basis utilizing statistical reports and personal on site observations. Address substandard performance as it occurs. Is available and on call as needed.

Responsible for the Federal Highway Administration Operations Vehicle Size and Weight Plan for the State of Montana which ensures Department of Transportation eligibility for highway construction funds. For example: This position is responsible for the implementation and achievement of the criteria included in the yearly size and weight plan, which includes portable weights, fixed scale enforcement, appropriate oversize and/or overweight permits, citations and hours of operation.

Monitors the budget rollup report for long range infrastructure development, facility planning and resource management. Monitors expenditures, equipment maintenance, plans and forecasts equipment needs, travel and staffing needs and inventory control. Compiles and submits reports to supervisor for the long range building plan.

Develops officer performance standards, to successfully achieve the Federal Highway Administration (FHWA) plan objectives using knowledge of the Division's programs, goals, policies and procedures and law enforcement practices to assure enforcement is conducted uniformly and with proper officer discretion.

Responsible for the Motor Carrier Safety Assistance Program (MCSAP) Commercial Vehicle Safety Plan (CVSP) for the State of Montana which ensures Department of Transportation eligibility for highway construction funds. For example: This position is responsible for the implementation and

achievement of the criteria included in the yearly CVSP, which includes conducting driver and vehicle safety inspections and special projects to assure safety on Montana's highways.

Develops officer performance standards, to successfully achieve the Commercial Vehicle Safety Plan objectives using knowledge of the Division's programs, goals, policies and procedures and law enforcement practices to assure enforcement is conducted uniformly and with proper officer discretion.

Using knowledge of the Commercial Vehicle Safety Alliance (CVSA) inspection procedures and North American Standard Out-of-Service criteria along with the Division's goals, objectives and management and supervision principles, this position evaluates and audits officer inspection reports for accuracy and compliance. Receives and reviews inspection disputes from carriers with officers, and follows through to resolution. Address substandard performance as it occurs and assures proper training is received.

Develops and implements plans for concentrated enforcement activities including seasonal or unusual traffic patterns and high risk traffic areas. Plans are based on identifying the need for the activity, determining the appropriate resources (equipment & staffing), available funding and desired outcome. This position compiles and reviews data collected during the concentrated enforcement activities and submits report to supervisor.

Using knowledge of current MDT policies and procedures, affirmative action goals, union, and selection processes serves as Chairman of the selection committee for officer recruits and makes recommendations in the selection of the candidates. This includes applicant screening, testing and interviewing, evaluation, reference checks, and background investigations followed by coordinating fingerprinting, physical and psychological appointments.

Guide and counsel subordinates to assist them in performing their duties using positive reinforcement, accommodations and discipline if necessary. Set an example for subordinates and District officers in the areas of physical appearance, honesty and integrity, enthusiasm and commitment. Encourages and promotes new ideas that benefit the division or District both administratively and operationally. Display an open willingness to promote officer ideas for changes in the operation of the division or District. For example modifications to the on the job training program by FTO.

Actively participates in the administration of the Enforcement Bureau MCS Officer Promotion program. Identifies officers with career potential and provides positive guidance and assistance with career tracks.

Evaluates eligible candidates based on job performance and promotion potential and prepares a written evaluation for the Bureau Chief. Participates in and evaluates the oral interview portion of the promotion program. This includes nominating officers for the MDT Management Development Program and other training including fuel investigation and instructor development.

Attends monthly staff meetings to receive program information, participates in planning for the division and provides input from the District. Studies, analyzes, and recommends changes for future expansion and needs within the District including facilities, equipment, and human resources. Following the chain-of command, serves as a direct communications link between the headquarters

staff and Bureau Chief. Communicates all new policies and directives both verbally and in writing, from headquarters to the field and ensures that all policies and directives are implemented and understood using knowledge of information process and barriers and oral communication abilities, management control and delegation methods. Officer response and direct observation confirms the implementation of the policy or directive.

Writes policy and procedure for activities specific to assigned District, ensuring policy does not conflict with prior precedence and won't affect other Districts.

Administer the investigation of any complaints against enforcement personnel of the District within allowable time frames. Complaints may include Carrier Data-Q's and officer conduct. Prepare a recommendation report for the Bureau Chief including any corrective action, if necessary, using their knowledge of the officer and past division practices.

Administer control system to quarterly audit field officers to ensure compliance with state statute and current fiscal policy. This position ensures compliance by performing audits of officers to ensure required records are being maintained and all resulting revenue is recorded and deposited in compliance with statute and fiscal accounting policies. Monies, receipts, records and unused financial stationary on hand are compared to those reported on weekly reports submitted to the accounting services bureau. Identifies and advises the chief of potential problems existing or developing within the District and possible solutions.

Evaluates probationary officers using knowledge of probationary employee evaluation procedures and division performance requirements. Evaluate probationary officers on a weekly basis during their probation. Provide remedial training for probationary officers when necessary. Recommend confirmation or dismissal of probationary officers prior to the end of the probationary period. Responsible for performance or conduct documentation provided by a probationary employee's Field Training Officer (FTO) to determine grounds for dismissal. Interviews FTO's regarding documentation and clarifies any documented information. Prepare a final report and recommendation documenting progressive discipline steps taken and justification for termination. Manages and assures fulfillment and adherence to officer MPEA Bargaining Unit contract using knowledge of contracts and collective bargaining practices. Receives complaints and grievances; researches issues; identifies solutions; and resolves them with management, Human Resources and staff attorneys.

Monitors the administration of, and participates in, training within the District to ensure division standardization and compliance with established standards using knowledge of division policy and procedures. Assure completion of required and in-service training and appropriate documentation by reviewing documentation from Sergeants and FTO.

Develop proposals for District and/or division training for employee development to ensure training meets identified goals, objectives, and operational needs. Continuing education and recertification training for first Aid, CPR, defensive driving, radar operation, vehicle size, weight and safety regulations, fuel tax evasion, immigration violations and other specialized law enforcement training. This position can be called upon to conduct some or all of the training. Provides technical and operational insight and works with Enforcement Bureau Chief to develop management proposals to eliminate problems and provide improved management efficiency. In addition writes District guidance and develops enforcement bureau policy, in coordination with the Enforcement

management. This guidance and policy information is developed to provide officer guidance to ensure District and/or division goals are achieved in a fair and equitable manner.

Reviews and participates in performance evaluations of all employees in the District. Using knowledge of the performance evaluation system, division policies and procedures and division goals, appraises the District officers completing a formal evaluation and interview. Counsels the District officers regarding career opportunities and advises of any areas of any weaknesses or strengths.

Administers fair and equitable processes for performance management of all District personnel to achieve agency goals. Responsible for employee work performance on a weekly, monthly, quarterly and annual basis utilizing statistical reports and personal on site observation, addresses substandard performance as it occurs. Manages and approves leave while maintaining staffing requirements. Reassigns resources as necessary to maintain maximum coverage of weigh stations and patrol areas including working open shifts at 24 / 7 mandated weigh stations. Manages and approves the handling of employee timesheets per state and division policy and procedures.

Public Relations and Communication

20%

Promotes highway safety and other programs that fulfill MDT and MCS goals and objectives. Provides statute and policy interpretations and technical assistance to other Federal, State and local law enforcement agencies to ensure a coordinated and cooperative enforcement effort which fosters a positive working relationship and sharing of mutually beneficial information. Agencies may include: MHP, Border Patrol, Bureau of Indian Affairs and Tribal Law Enforcement, Criminal and Narcotics Investigation Bureau, U.S. Immigration and Customs Enforcement, Federal Bureau of Investigation, County Sheriff's and Police Departments.

Administers and coordinates concentrated law enforcement efforts with Federal, State and local law enforcement agencies. This coordination may include active participation from the other law enforcement agencies or notifying them of our activity within their jurisdiction. This includes: development of the activity goals, scheduling resources, establishing communications and establishing a multi-agency chain-of-command.

Promotes the policies and mission of the division to encourage public support and compliance and provide for the achievement of division goals. Interact with customers to explain laws, regulations, policies, and other information. Supervise the District's public relations programs and outreach activities and resolves issues from the public or other agencies related to Motor Carrier Services Officers.

Enforcement

10%

Enforces all statutes within their authority and conducts post crash inspections or incidents they observe or come upon while patrolling using knowledge of law enforcement procedures, division policy and skill in the use of all issued equipment. Assumes the duties and responsibilities of subordinate officers when necessary or as a result of illness emergencies or strikes. Remains current and certified to perform law enforcement functions by attending periodic recertification training and physically demonstrating proficiency with issued equipment or knowledge of and ability to perform specific procedures. Maintains annual or biennial certification in the following areas: oleo-resin

capsicum spray, radar, first aid, cardio-pulmonary resuscitation, handcuffing, field sobriety testing and intoxilyzer. Testifies at hearings or in Justice and District court.

Specific examples of problems solved, decisions made, or procedures followed when performing the most frequent duties of this position include:

As Motor Carriers Services District expert on commercial and agriculture vehicle licensing, size, weight and safety regulation enforcement activity, this position interprets laws, rules, regulations and circumstances, and assists to develop policy in Montana to resolve complex, contradictory, and often precedence-setting issues of significant financial and legal impact for the transportation industry.

This position implements the methods and procedures necessary for enforcement of critical commercial vehicle licensing, registration, permitting, taxation, vehicle and driver safety laws and regulations. Decisions made and problems solved directly affect the success of state, District, national, and international enforcement programs and objectives, and the level of departmental compliance with state and federal laws and regulations.

Directs the enforcement programs effectiveness for State Truck Activity Reporting System (STARS) reports, the Motor Carrier Management Information System, Safety Net, Dyed Fuel inspection system reports, and Pre-Pass system reports.

The most complicated aspect of this position is:

MCS and the motor carrier industry depend on this position for fair and equitable program enforcement of Montana laws and rules both roadside and at facilities within and outside the state of Montana. As one of five District Supervisors this position coordinates with the Enforcement Bureau Chief to make decisions on behalf of Montana that resolve complex, contradictory, and often precedence-setting problems, and produce significant impact on the transportation industry. This position oversees the fair and uniform enforcement of all size, weight, vehicle and driver safety issues, and dyed diesel fuel laws and regulations by enforcement personnel within the District. Coordinating with the bureaus training staff developing uniform facility operational policies supports this goal. Superior District program management ensures effective and efficient enforcement and fosters uniform enforcement of laws and regulations at every point of delivery.

Accurately responds to questions and recommendations from the public, District staff and other agencies and makes timely, accurate decisions regarding program responsibilities using extensive knowledge of the Montana Codes Annotated, Administrative Rules of Montana, Parts 23 and 49 of the Code of Federal Regulations, Montana Operations Manual (MOM), Department of Transportation Policies and Procedures, and the division's regulations, policies, and procedures manual; Association (CVSA) by laws, and MPEA bargaining unit contracts.

Guidelines, manuals, or written procedures that support this position include:

Montana Code Annotated; Administrative Rules of Montana; Part 23 (size and weight) and part 49 (Safety) of the Code of Federal Regulations; NIST Weights and Measures Handbook 44; Montana Operation Manual (MOM); Department of Transportation policies and procedures; MCS operations manual; MCS field training manuals; MPEA bargaining unit contract, and MCS officer supplemental agreement, PrePass agreements.

The following duties and/or specific tasks listed under 1 above are considered “essential functions” because they require specialized expertise and skill and are the primary reasons the job exists (they must be performed by this position with or without accommodations):

All duties listed are essential functions. Be a citizen of the United States, at least 18 years of age; pass a finger-print passed criminal records check with no conviction of a crime for which the person could have been imprisoned in a federal or state penitentiary.

As determined by a thorough the background investigation; be examined by a licensed physician appointed by the employing authority to determine the applicant is free from any mental or physical condition that might adversely affect performance of the duties of a peace officer.

Supervision

The number of employees supervised is: There are 5 District Supervisors, each one supervising 17 to 22 officers.

The position number for each supervised employee is: 22122, 22058, 22101, 22037, 22060, 22043, 22045, 22087, 22109, 22113, 22111, 22056, 22156, 22100

Physical and Environmental Demands:

This position requires the ability to work on a reoccurring basis on one's feet for extended periods of time; stoop, crouch, squat, stretch, reach, and lay on one's back for extended periods of time; rotate one's head and shoulders as necessary to perform CVSA Level One inspections and motor fuel tank inspections; and climb on top of, under, and around commercial vehicles. This position requires the ability to work out-of-doors in all weather conditions, work on rough terrain or rocky surfaces and complete reoccurring physically demanding activities including snow shoveling and housekeeping.

MENTAL

As determined by a thorough the background investigation; be examined by a licensed physician appointed by the employing authority to determine the applicant is free from any mental or physical condition that might adversely affect performance of the duties of a peace officer.

Knowledge, Skills and Abilities (Behaviors):

Critical knowledge and skills required for this position:

Extensive knowledge of federal and state statutes and rules regarding the operation of commercial and agricultural vehicle and driver laws, rules, and regulations. Including hazardous materials, vehicle equipment, driver qualification and regulations, and carrier regulations; of investigative techniques and methods. Working knowledge of management practices, fiscal planning and accountability; conceptual skills, and program documentation. Extensive knowledge of department policies and procedures. Working knowledge of microcomputer operating systems and software; of training techniques and methods.

KNOWLEDGE:

Personnel and Human Resources — Knowledge of principles and procedures for personnel recruitment, selection, training, compensation and benefits, labor relations and negotiation, and personnel information systems

Administration and Management — Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources

Law and Government — Knowledge of laws, legal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process

Public Safety and Security — Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions

English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar

Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects

Psychology — Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders

Customer and Personal Service — Knowledge of principles and processes for providing customer and personal services public relations and media contact. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction

Telecommunications — Knowledge of transmission, broadcasting, switching, control, and operation of telecommunications systems

Computers and Electronics — Knowledge of circuit boards, processors, chips, electronic equipment, and computer hardware and software, including applications and programming

SKILLS:

The position requires a working knowledge and application of computer technology and information technology equipment; project management and organization; team leadership; basic computer skills (Microsoft Word, Outlook and Excel) and specialized computer skills in the area of training (PowerPoint, Computer Based Training, Web Based Training) and the VOLPE suite of software. The position must be able to develop training materials and programs and match delivery with available technology. Skill in the operation of a motor vehicle.

Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times

Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one

Management of Personnel Resources — Motivating, developing, and directing people as they work, identifying the best people for the job

Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems

Speaking — Talking to others to convey information effectively

Writing — Communicating effectively in writing as appropriate for the needs of the audience

Reading Comprehension — Understanding written sentences and paragraphs in work related documents

Coordination — Adjusting actions in relation to others' actions

Negotiation — Bringing others together and trying to reconcile differences

Time Management — Managing one's own time and the time of others

Behaviors required to perform these duties:

Leadership: Provides clear directions, technical assistance, and guidance to bureau staff to ensure effective operations and program activity. Fosters trust and integrity among staff. Appropriately delegates responsibilities to competent staff.

Analytical/Interpretive Thinking: Accurately applies general and broadly stated standards and rules to specific circumstances.

Decision Making: Evaluates multiple and ambiguous factors to resolve problems. Develops technically and legally defensible courses of action in response to unusual and unprecedented licensing and permitting problems.

Communication: Translates technical information to audiences of varied technical levels. Negotiates specific terms and conditions of contract, corrective action, punitive, and other agreements.

Independence of Action: Determines appropriate responses to commercial vehicle enforcement issues and problems with minimal assistance or precedent.

Innovation: Identifies need for new approaches, services, and capabilities in unique circumstances. Recommends innovative or cutting edge programs and processes. Enhances new ideas, products, and services through challenging assumptions and creative thinking.

Character: Be of good moral character

CORE VALUES – GENERIC BEHAVIORS

CUSTOMER ORIENTATION/SERVICE

Creates an atmosphere in which timely and high quality information flows smoothly between self and customer. Encourages open, honest, and constructive expression of ideas and opinions. Demonstrates active listening skills. Uses appropriate body language. Seeks to understand others' viewpoint. Analyzes the customer needs and adjusts to the perspective of the customer, when appropriate.

DECISION MAKING

Independently takes action and responsibility for solving problems. Makes decisions designed to achieve desired outcomes. Challenges the status quo by taking calculated actions in complex, ambiguous, contentious, or hazardous situations to force an issue or set a direction.

PERSONAL ACCOUNTABILITY AND OWNERSHIP

Takes pride in the job. Actively engages in professional self-development opportunities. Accepts individual responsibility for all actions taken.

LEADERSHIP

Shares information, feedback, and knowledge (two-way communication) with key persons inside and outside of the organization to ensure successful project outcomes and/or improvement. Includes training, teaching, and coaching others. Actively steps into a leadership role.

ETHICS

Models high standards of honesty, integrity, trust, and openness. Knows, understands, and follows through with the correct standards of conduct and moral judgment required; is willing to act outside the norm when needed to adhere to ethical principles. Communicates and demonstrates actions in a consistent manner. Respects others, regardless of individual capabilities, agendas, opinions or needs.

FLEXIBILITY AND ADAPTABILITY

Accepts change as a healthy and normal part of growth. Receptive to new information and recognizes the validity of various viewpoints; sees situations objectively. Responds positively to changes in direction and priorities, responsibilities or assignments. Adjusts to multiple demands, priorities, ambiguity, and change positively. Works effectively within a variety of situations, individuals, or groups.

TEAMWORK

Works cooperatively with others as part of a team as opposed to separately or competitively.

CREATIVITY AND PROBLEM-SOLVING

Generates ideas, fresh perspectives and original approaches; open-minded. Uses creativity and originality when problem-solving. Goes beyond traditional ways to address issues and problems.

Minimum Qualifications (Education and Experience):

The required knowledge and skills are typically acquired through a combination of education and experience equivalent to Bachelor's Degree in Law Enforcement or a related field.

Related: Public Administration, Business Administration or Management

This position requires a minimum of 3 years of MCS Enforcement Officer experience. This position requires a minimum of one year of supervisory responsibility, preferably in a law enforcement or military related capacity.

Certifications, licensure, or other credentials include: *POST MCS Certificate or Equivalent Certificate, CVSA Level I, Hazardous Material Transportation, Cargo*

This is a peace officer position, applicants must comply with title 7-32-303 MCA which states that no peace officer in the State of Montana shall be appointed who does not meet and or agree to the peace officer employment, education and certification standards.

Possess or be eligible for, and constantly retain a valid Montana driver's license.

Other Important Job Information

This is a peace officer position, and applicants must comply with title 7-32-303 MCA which states that no peace officer in the State of Montana shall be appointed who does not meet and or agree to the peace officer employment, education and certification standards.

The incumbent in this position is required to achieve and retain Montana Peace Officer Standards of Training (POST) MCS Basic equivalent certification.

Alternative qualifications include:

Five (5) years' experience as an MCS Officer or a combination of education and experience that would provide the equivalency on a year-to-year basis (as evaluated on a case-by-case bases).

And

Applicants who are utilizing alternative qualifications to meet eligibility requirements must have a minimum of one year supervisory responsibility, preferably in a law enforcement or military related capacity.

Career Ladder for Enforcement is as follows:

Levels within MCS Enforcement are:

- MCS Enforcement Officer I
- MCS Enforcement Officer II
- Corporal
- Sergeant
- Lieutenant
- Captain
- Major
- Colonel – Bureau Chief

Special Requirements:

List any other special required information for this position

☒ Fingerprint check

☒ Valid driver's license

☒ Background check

☐ Other; Describe

MPEA Union Code

Safety Responsibilities

The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.

Signatures

My signature below indicates the statements in the job description are accurate and complete.

Immediate Supervisor	Title	Date
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Administrative Review	Title	Date
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My signature below indicates that I have read this job description.

Employee	Title	Date
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Human Resources Review

Job Code Title: Motor Vehicle Safety Inspector **Job Code Number:** 536556 **Pay Band:** 6

My signature below indicates that Human Resources has reviewed this job description for completeness and has made the following determinations:

☐ FLSA Exempt

☒ FLSA Non-Exempt

☐ Telework Available

☐ Telework Not Available

☒ Classification Complete

☐ Organizational Chart attached

Human Resources:

Angela Murolo

Recruiter

01/22/2019

Signature

Title

Date